

## ***OFFICIAL MINUTES***

### **McKENZIE MUNICIPAL REGIONAL PLANNING COMMISSION MEETING**

**May 24th, 2012**

**4:30 PM**

#### **I. Call to Order/Establishment of a Quorum**

Meeting was called to order by Chairperson Robb and a quorum was established.

All members of the Planning Commission were present except Mayor Holland and Commissioner Townes.

Members of the Planning Commission are: Chairperson Dean Robb, Vice-Chairperson Keith Priestley, Secretary Lisa Norris, Commissioners Ed Dillon, Jessie Townes, Ken Mitchum and Mayor Jill Holland.

#### **II. Approval of Agenda**

Motion to approve the agenda by Commissioner Priestley, second by Commissioner Norris. Motion passed.

#### **III. Reading and Approval of the Minutes**

Motion to approve the minutes of the April 26th, 2012 meeting by Commissioner Priestley, second by Commissioner Mitchum,. Motion passed.

#### **V. Old Business**

##### **A. Discussion of Farmers & Merchants Bank/Residence located on at the intersection to Highland and Highland Drives**

##### **Discussion:**

Shelton Merrell, Regional Planner for the Southwest Tennessee Development District, has reviewed the prior Planning Commission minutes and reported the following:

April 22, 2010- Site plans were approved for the applicant and landscaping issues were discussed.

October 28, 2010- Revised Zoning Ordinance containing language addressing non-conforming residential structures was tabled and returned to the Planning Commission from the Board of Mayor and Council for review and further consideration. The issue was

referred to the City Attorney for a legal opinion.

November 23<sup>rd</sup>, 2010- The Planning Commission members present at the November 15<sup>th</sup>, 2010 agenda meeting reviewed the City Attorney's opinion and asked Planner Merrell to prepare a revised Zoning Ordinance protecting residential property owners based upon the legal opinion and the language requested.

The Planning Commission voted to forward this revised Zoning Ordinance and Map to the Board of Mayor and Council with a positive recommendation.

All issues discussed and the site plan as approved have been completed and adhered to by the Farmers & Merchants Bank.

**Action Taken: None. Chairperson Robb noted no action is necessary since all issues and stipulations have been completed.**

**B. Discussion of Status Reports on the Downtown Master Plan**

**Discussion:**

Plan is pending final approval by the Board of Mayor and Council. Storyboards will be displayed for citizens to view the details of the Master Plan.

**C. Any other properly presented old business**

**Discussion:**

Various citizen complaints were discussed by Codes Officer Wheelock. Each complaint has been discussed with the parties involved and were resolved. These issues were provided for informational purposes only.

**V. New Business**

**A. Discussion of Planning Commission By-Laws**

**Discussion:**

Shelton Merrill, Regional Planner and Renee Tavares, Historic Preservationist will present coordinated By-Law recommendations at the June meetings.

**Action taken: None**

**B. Any other new properly presented business**

A new City of McKenzie website was noted and will be online in the near future..

**VI. Other Business**

**A. Any other properly presented business**

**Agenda and Regular Meeting Schedules Dates**

Agenda meeting Thursday June 14th at 2:30 P.M.

Regular meeting Thursday June 28th at 4:30 P.M.

**VII. Adjournment**

Motion to adjourn Commissioner Norris, second by Commissioner Priestley,.

Motion passed.

Meeting adjourned at 4:49 P.M..

*Immediately following Planning Commission Meeting:*

*Training for Planning Commission on Planning Commission Zoning and Board of Zoning Appeals. Planner Shelton Merrill conducted the training for members in attendance.*